



STATE OF HAWAII  
**DEPARTMENT OF HUMAN SERVICES**

Benefit, Employment and Support Services Division  
820 Mililani Street, Suite 606  
Honolulu, Hawaii 96813

April 20, 2005

TO: All Prospective Applicants

SUBJECT: ADDENDUM TO THE REQUEST FOR PROPOSAL (RFP)  
HMS-903-05-06-KMWH, "CASE MANAGEMENT AND EMPLOYMENT  
SERVICES FOR TWO-PARENT HOUSEHOLDS IN WEST HAWAII,  
MAUI AND KAUAI"

The Department is issuing this addendum in accordance with Hawaii Administrative Rules (H.A.R.) §3-143-301 to amend and clarify Section 2 of the aforementioned RFP. This addendum is being issued to ensure that all applicants receive material information that has arisen during the course of review and discussion of the RFP. This addendum is to formally incorporate this change into subject RFP.

The following amendments are being made to the affected sub-sections:

1. **2.I.A. (page 2-1) Overview, purpose or need:** The first sentence of the first paragraph is amended to read as follows: "The State of Hawaii, Department of Human Services, Benefit, Employment & Support Services Division (BESSD) is requesting proposals from qualified applicants to provide employment and support services for needy two-parent families in *West Hawaii, Maui and Kauai*."
2. **2.I.E. (page 2-2) Probable funding amounts, source, and period of availability:** The third sentence is amended to read as follows: "The maximum amount of funding for this contract for FY 2006 is \$202,400 for Kauai, \$210,100 for Maui, and \$278,300 for West Hawaii."
3. **2.III.B.1. (page 2-6) Personnel:** The first sentence of the third paragraph is amended to read as follows: "Please note that the unit supervisor's responsibilities shall include social work functions (e.g. barrier assessments, conciliation process, etc.) and 20-40% of his/her time shall be spent *on* such activities."

Should you have any questions or concerns on the above, please contact Ken Nakagawa, Employment Program Specialist at (808) 586-7060. Pursuant to §3-143-301(e) this Addendum is being “telefacsimiled” to all prospective applicants.

Sincerely,

/s/ Garry L. Kemp

Garry L. Kemp  
Assistant Division Administrator